Approved For Release 2002/02/12 : CIA-RDP78-04718A001000190046-2

9 August 1954

MEMORANDUM FOR: Deputy Director (Administration)

SUBJECT:

Proposed Regulation No.

Machines

Office Business

25X1A

(Job #458-REB)

- 1. Subject Regulation is submitted for your authentication.
- 2. This issuance contains the initial expression of Agency policy and procedures in regard to office business machines. Nothing in this proposed Regulation is in conflict with existing Government regulations on the use of office business machines.
- 3. The proposed Regulation was initiated by the Chief of the Management Staff. The concurrences of the following Offices have been received:

Deputy Director (Intelligence) Deputy Director (Plans) Director of Training Assistant Director for Communications Assistant Director for Personnel General Counsel Comptroller Inspector General Logistics Office Medical Office Auditor-in-Chief Security Office Cable Secretariat

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Chief, Regulations Control Staff

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Attachment Proposed R

RCS/REB :mrf

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